



Mark A. Cegelka
Office of Mayor

Village of
Glenwillow

29555 Pettibone Road Glenwillow, Ohio 44139-5348
440.232.8788 fax: 440.735.9298
www.glenwillow-oh.gov

Dear Glenwillow Resident:

Thank you for your rental request for The Village of Glenwillow gazebo. The gazebo is located at 29555 Pettibone Road. The gazebo rental offers the following amenities; electricity, parking spaces, restrooms and beautiful green space. Please take the time to read and fill out the attached application.

There is no rental fee for use of the gazebo by a Village resident or business located within the Village, however, the fee for use of the gazebo by a non-resident is \$200.00 for the first four hours and \$300.00 per day. The fee, if applicable, and a refundable deposit of \$100.00, shall be payable at the time of application. Please note that if this application, accompanied by your rental fee and deposit, is not returned within a week, your reservation will be cancelled. The Village of Glenwillow accepts Cash or Check. Return the application with payment to the Village of Glenwillow, 29555 Pettibone Road, Glenwillow, Ohio 44139.

Village residents, businesses and organizations shall be given priority in the scheduling and use of the gazebo. Decoration of the gazebo is limited to what can be hung or held in place without the use of nails, tacks, screws or any other item that will result in holes. All decorations, chairs, tables, etc. must be removed at the end of the rental.

Cancellations require 48 hours notice for a full refund. Any cancellation thereafter will be 50% of the fee. A service charge will be assessed on all refunds. Also, any damage or clean-up to the gazebo area will be deducted from the \$100.00 deposit.

The gazebo must be restored to its original condition after your event has been held. You are responsible for clean-up. Damage to the facility will not be tolerated and alcoholic beverages are strictly prohibited within the Village Park. All trash must be placed in Village receptacles. The Village reserves the right to assess an additional fee if the gazebo is damaged due to intentional neglect. Parking is limited to paved parking areas only. No Parking on Grass.

If you have any questions, please call the Village of Glenwillow at 440-232-8788.





29555 PETTIBONE ROAD

DATE OF APPLICATION:

DATE OF THE EVENT: _____

TIME OF THE EVENT: _____

NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

CELL NUMBER: _____ 2ND _____

TYPE OF FUNCTION: _____

NUMBER OF GUESTS: _____

RENTAL FEE: _____

DEPOSIT: _____

**DAMAGE OR CLEAN-UP TO THE GAZEBO OR GAZEBO AREA WILL BE DEDUCTED FROM THE DEPOSIT.
PARKING IS LIMITED TO PAVED PARKING AREA ONLY. NO PARKING ON GRASS.**

AMOUNT PAID: _____

DATE PAID: _____

CASH: _____

CHECK: _____

RECEIVED BY: _____